

Holland Public Library
Board of Trustees

Meeting Minutes for February 21, 2019

Members Present: Jennifer Gumlaw, Shannon Horn-Eldred, Tracie Scott (Library Director)

Additional Attendees: Bonnie Fancy (will fill open trustee position)

The Chairman called the meeting to order at 1:01 pm.

Old Business:

- Minutes for January 17, 2019 meeting approved by a vote of 2-0.
- Director's Report (See attached copy.)
 - Maintenance
 - Overhead light in children's area and in the bathroom have both been replaced
 - Outside light over backdoor needs to be replaced – Need to call Highway Department
 - Recent & Upcoming Events
 - Food for Fines food brought to community center for pick-up by Tri-County Food Bank
 - Make Valentine Candle Holders (2/9/2019)
 - Make Sock Snowmen (2/21/2019)
 - Community Book Club (3/11/2019)
 - Babysitting Training Class (4/18/2019 – 4/19/2019)
 - Staffing
 - Cindi will be away 1/31/2019 – 3/10/2019. Beth will cover her hours.
 - Etc.
 - State Aid to Public Libraries grant received (\$2892.62)
 - Deadline to place book order for this grant is 3/1/2019.
 - Annual Town Report – Tracie completed and submitted by 2/18/2019
 - Finance Board Budget Forms completed by Tracie and submitted by 2/1/2019
 - Library Board & Directors meet to discuss FY2019-2020 budget with finance committee 2/23/2019 @ 1:00 PM
 - Microwave purchased – reimbursement to Tracie included in vouchers
 - Tracie will begin planning for 2019 Summer Reading Program.
 - Cultural Council Grant received to be used to assist with programming (\$875)
- Vouchers: Had not been printed at time of meeting; Jen will stay after meeting to sign vouchers
- Library Budget
 - All set with this item until meeting with Finance Board on 2/23/2019
- New Board Member
 - The Board of Selectmen have not met to approve Bonnie Fancy as new board member yet due to inclement weather and holidays.
 - This should be done before our next meeting
- Massachusetts Library Trustee Institute

- To be held 4/27/2019 at the AC Hotel in Worcester.
- Attendance limited to one trustee per library.

New Business:

- Next meeting: March 21st, 2019 @ 1:00 PM.
- Meeting adjourned at 1:34 pm

Minutes Submitted by Shannon Horn-Eldred, Secretary